

City of Hartford
Department of Development Services, Planning Division

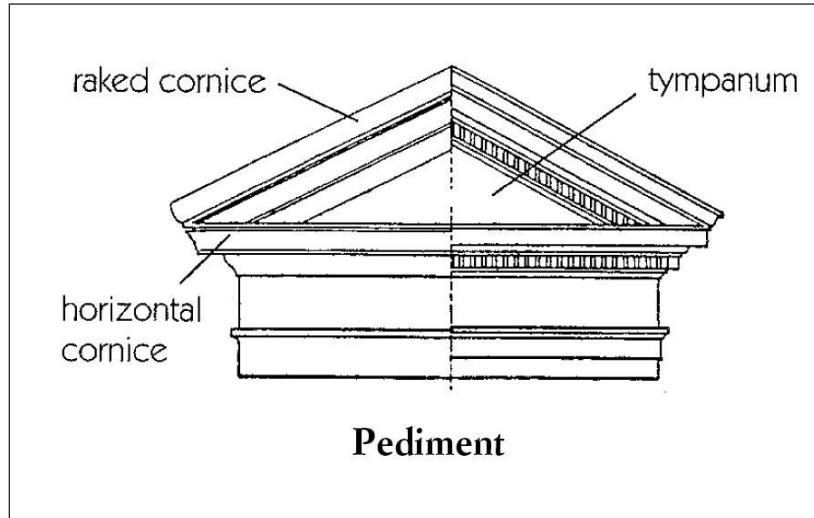


Historic Preservation Guidelines - Tear Away Sheets

Entrances

RECOMMENDED

- Conducting an in-depth condition survey of the entrance, to determine what level of intervention will be necessary on different elements - routine maintenance, repair, or replacement.
- Performing necessary surface treatments such as cleaning, rust removal, removal of peeling paint, and repainting on a regular basis.
- Retaining historic decorative features.
- Retaining historic materials and reusing hardware whenever possible.
- Replacing individual elements of the entrance (like columns) with like materials when they cannot be repaired.
- Using physical evidence or photographs to reproduce features that must be replaced. If no evidence exists, newly designed features should be compatible with the size, scale, material, color, and overall appearance of the historic building.
- Replacing the entire entrance only when the existing one is deteriorated beyond repair or missing. When an entrance is completely missing, the design for the replacement should respect the historic character of the building.
- Ensuring that when substitute materials must be used, they are visually appropriate and chemically compatible.



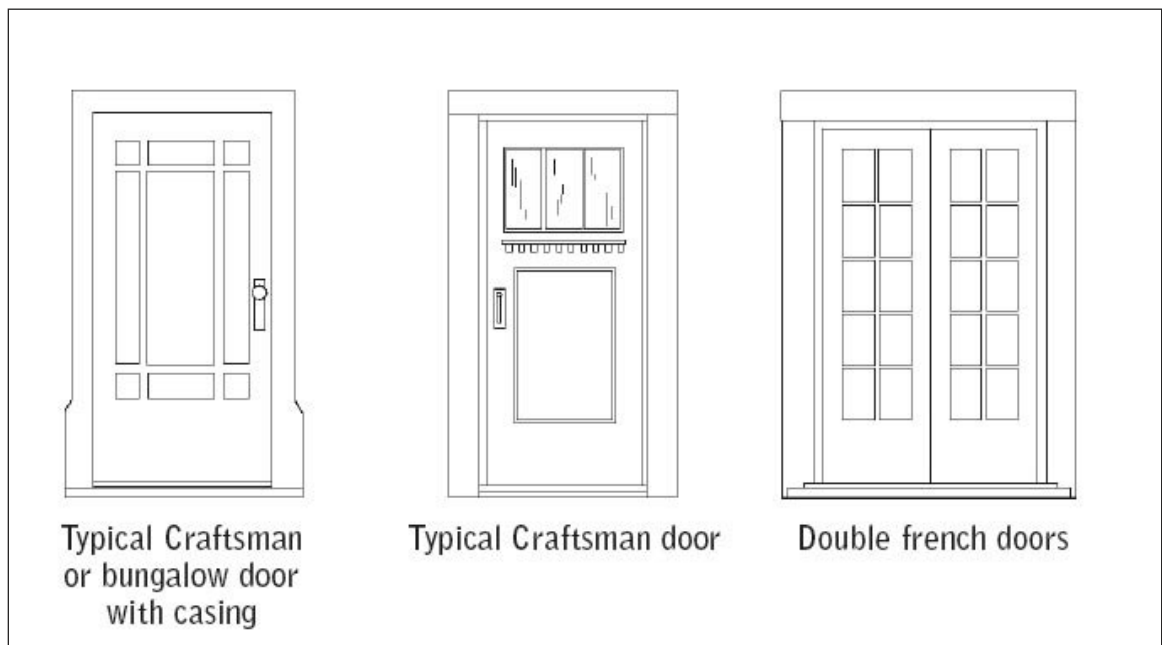
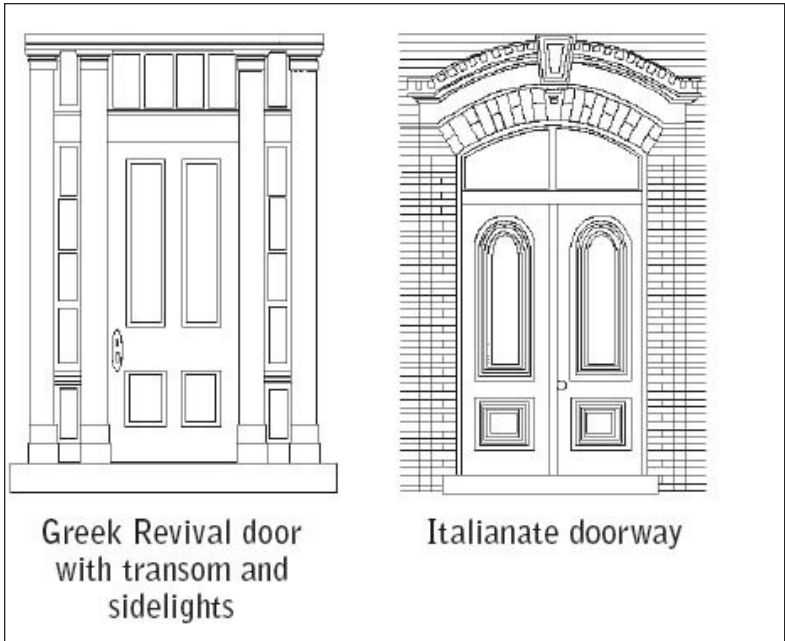
NOT RECOMMENDED

- Changing the colors, materials, finishes, or historic appearance of the doors and entrance features.
- Replacing parts of the doorway when instead they could be repaired.
- Removing materials that are not deteriorated.
- Replacing an entire feature of the entrance, such as a railing, when replacement of individual pieces of the feature would get the job done.
- Adding or removing entire features.
- Trying to transform a secondary entrance into a primary entrance by adding decorative elements.
- Removing a part of the entrance and not replacing it.
- Blocking in existing entrances.
- Installing additional windows on character-defining elevations.
- Moving or creating new entrances on character-defining elevations. If a new entrance is necessary, it may be cut into a hidden elevation. New entrances should be compatible with the overall design of the building.

Continued on Reverse

NOT RECOMMENDED (Continued)

- Trying to copy the appearance of the front of the building when a new door is added to the side of the building.
- Installing an entrance that is incompatible in size and scale with the historic building or that hides, damages, or destroys character-defining features.



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